



Needs assessments and data

According to the [Title I, Part D, Program Administration Planning Toolkit](#), needs assessments can be conducted for a variety of reasons and at different levels (by the State Educational Agency (SEA), State Agency (SA), Local Educational Agency (LEA) or facility). They can focus on a single area of interest (e.g., transition) or take a broader perspective to identify gaps throughout a system. The needs assessment should be completed annually either as a whole or individualized for each student; this is your discretion. The document will need to be kept on file at the facility and sent to the SEA, SA or LEA (depending on subpart) to be kept on file there as well.

Title I, Part D Non-regulatory Guidance 2006

R-1. What are the program evaluation requirements for Subpart 1 and 2 programs?

Each SA or LEA that conducts a program for children and youth who are neglected, delinquent, or at-risk under Subparts 1 and 2 must evaluate the program, disaggregating data on participation by gender, race, ethnicity and age, not less than once every three years to determine the program's effect on the ability of participants to maintain and improve educational achievement; accrue school credits that meet state requirements for grade promotion and secondary school graduation; make the transition to a regular program or other education program operated by an LEA; complete secondary school (or secondary school equivalency requirements); and obtain employment after leaving the correctional facility or institution for neglected or delinquent children and youth and, as appropriate, participate in postsecondary education and job training. In conducting each evaluation, an SA or LEA shall use multiple and appropriate measures of student progress.

Each SA and LEA must:

- Submit evaluation results to the SEA and U.S. Department of Education.
- Use the results of evaluations to plan and improve subsequent programs for participating children and youth.

Part D programs should be designed with the expectation that children and youth will have the opportunity to meet the same challenging state academic content and academic achievement standards that all children in the state are expected to meet. To the extent feasible, evaluations should be tied to the standards and assessment system that the state or school district has developed for all children.

Student data should be reviewed a minimum of three times a year (beginning, middle and end) to ensure the educational program needs are being evaluated and to determine any necessary changes.

The needs assessments will be expected to be submitted with the application/program plans again this year. There is a [needs assessment template](#) on the Title I, Part D webpage if you do not have a tool to use. If you have questions do not hesitate to contact your state coordinators.

Monitoring tips

- Relax; this is an opportunity for us to provide technical assistance.
- Collect and organize documentation to support the Part D program at the district level prior to the visit.
- Make sure evidence is uploaded to SharePoint within one week of the date of the visit (*the SharePoint link is sent from Windy Newton windy.newton@education.ky.gov*).
- Use the monitoring checklist when gathering documentation for the visit (examples are in *italics*).
- Contact your state coordinators if you have questions.

Technical assistance survey

Please use the link below to help us evaluate the technical assistance we are providing. This survey should only take about two minutes. The deadline for completion is Thursday, May 31.

[N&D Technical Assistance Survey 2018](#)

*"Education is the foundation upon which we
build our future."
— Christine Gregoire*

Save the dates

Registration for the following trainings will be sent in a separate email.

Youth Mental Health First Aid (YMHFA) – May 30

Time: 8:30 a.m. - 4:30 p.m.

Location: Kentucky Department of Education, 300
Sower Blvd. Frankfort

**This training is approved for EILA credit and FRYSC PD hours.*

If you would like to know a little more about this particular training you can checkout [Colorado school district leaders talk about YMHFA's impact](#) or [Mental Health First Aid - YOU Can be the difference!](#)

Title I, Part D Coordinators' Training – June 28-29

- **Subpart 1** – Thursday, June 28

Time: 8:30 a.m. - 3:30 p.m.

- **Subpart 2** – Friday, June 29

Time: 8:30 a.m. - 3:30 p.m.

Both trainings will be held at Kentucky Department of Education, 300 Sower Blvd. Frankfort

We will send an agenda closer to the training dates.

**The trainings are approved for EILA credit.*

Helpful resources

[Neglected Delinquent Technical Assistance Center \(NDTAC\)](#)

[U.S. Department of Education](#)

[KY Department of Education Title I, Part D Webpage](#)

[KY Educational Collaborative for State Agency Children \(KECSAC\)](#)

[The National Child Traumatic Stress Network \(NCTSN\)](#)

[Youth Mental Health First Aid \(YMHFA\)](#)

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